

24 NOV 1971

MEMORANDUM FOR: Directorate Information Processing Coordinators
THROUGH : Director of Logistics
SUBJECT : ADPE Requirements Contract Awards

1. The Automatic Data Processing Management Information System (ADP MIS) shows 126 PCAM items in the Agency's ADPE inventory which are subject to Requirements Contract Awards recently announced by GSA. These contracts provide several suppliers who offer certain IBM machines at lower monthly rates than IBM itself. If we continue using the specified type/model machines (see attached list of items included in FPMR E-17) they are to be purchased outright from IBM or replaced with similar (IBM manufactured) rental machines at lower rates from qualified vendors. Also attached is a current machine printout which lists the related items in your ADPE inventory. Details re this requirement should be obtained and action taken through Procurement Division, OL.

2. Please report back to me by 15 December 1971 on your decisions and actions initiated with OL relative to the applicable items in your ADPE inventory as follows:

Identify each machine by type/model and serial number and indicate decision/action initiated: (1) discontinue item, (2) purchase machine from IBM, (3) substitute rental item from approved vendor, or (4) other--explain.

/s/ Charles A. Briggs

Charles A. Briggs
Chairman, Information Processing Board

Attachment:
As stated

✓ cc: Director of Logistics

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